

Hazardous Waste Reporting Forms

Notification and Reporting Form Hazardous Waste Reports

DHEC 2701

DHEC 1962

DHEC 1963

DHEC 1964

DHEC 1965

Revised: 11/16/01



Bureau of Land & Waste Management
Hazardous Waste Compliance and Enforcement Section
2600 Bull Street
Columbia, SC 29201

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YOU CAN FIND AND PRINTOUT THE INSTRUCTIONS AND FORMS USED IN THIS HAZARDOUS WASTE REPORTING BOOKLET ON THE SCDHEC WEBSITE (HTTP://WWW.SCDHEC.NET). AT THIS TIME YOU CANNOT SUBMIT THESE FORMS VIA THE WEBSITE.

Introduction to the South Carolina Notification and Reporting Form (DHEC 2701)

****DO NOT WRITE ON THE FORMS IN THIS BOOK. PHOTOCOPY AS MANY COPIES OF EACH FORM FROM THE BOOK AS NEEDED. COMPLETE YOUR REPORT ON THESE PHOTOCOPIED FORMS IN INK (OR TYPE) AND SIGN CERTIFICATION BY HAND IN INK. USE THESE AS YOUR COMPLETED ORIGINALS. KEEP A COPY OF YOUR COMPLETED ORIGINALS IN YOUR FILES AND SEND THE COMPLETED ORIGINALS TO SCDHEC. PLEASE DO NOT COMPLETE FORMS THAT DO NOT APPLY TO YOUR COMPANY AND DO NOT SUBMIT BLANK FORMS.**

What is the purpose of the SCDHEC Notification and Reporting Form?

The SCDHEC Notification and Reporting Form is used by companies that are required under the South Carolina Hazardous Waste Management Regulations, R.61-79.262.13, 263.13, 264.5 and 265.5 to notify the South Carolina Department of Health and Environmental Control (SCDHEC) that they are involved in hazardous waste activities. SCDHEC is responsible for assigning the Environmental Protection Agency Identification Number (EPA ID #).

What is an EPA ID #?

In 1976, Congress established the Resource Conservation and Recovery Act (RCRA). As a result, the United States Environmental Protection Agency (USEPA) developed the EPA ID # as a method for notification and tracking of regulated waste activity. This number is a 12-digit identification number that is intended to be site specific for each company's location. The number appears as a 2 or 3 alpha and 9 or 10 numeric format. The first 2 alpha digits represent the state postal abbreviation. (Example: for South Carolina –SCD998844334, SC1234567890 or SCR987654321, for Michigan –MI0891234098 or MIR890432198).

All of a company's regulated waste activity is referenced by the EPA ID #. Any correspondence with USEPA or SCDHEC regarding your regulated waste activity should include your EPA ID #.

Defining your status

Large Quantity Hazardous Waste Generators (LQG): A company who generated, in any calendar month, 1,000 kg (2,200 lbs.) or more of RCRA hazardous waste; or generated, in any calendar month, or accumulated at any time, more than 1 kg (2.2 lbs) of RCRA acute hazardous waste; or generated, in any calendar month, or accumulated at any

time, more than 100 kg (220 lbs.) of spill cleanup material contaminated with RCRA acute hazardous waste. The South Carolina State Regulations for hazardous waste generators are found in R.61-79.262.

Small Quantity Hazardous Waste Generators (SQG): A company who generates more than 100 kg (220 lbs.) and less than 1000 kg (2,200 lbs.) of hazardous waste in any calendar month or less than 1 kg (2.2 lbs.) of acute hazardous waste in any calendar month, or accumulates no more than 6000 kg (13,200 lbs.) of hazardous waste on-site. The South Carolina State Regulations for hazardous waste generators are found in R.61-79.262.

Conditionally Exempt Small Quantity Generators

(CESQG): A company who generates no more than 100 kg (200 lbs.) in any calendar month or less than 1 kg (2.2 lbs.) of acute hazardous waste in any calendar month, or accumulates no more than 1000 kg (2,200 lbs.) of hazardous waste on-site. The South Carolina State Regulations for conditionally small quantity generators are found in R.61-79.261.5.

United States Importer of Hazardous Waste: This applies to any company who imports hazardous waste from a foreign country into the United States. This does not include hazardous waste shipped from a foreign department of defense site, Maquiladora, US territory or protectorate.

Mixed Waste (Hazardous and Radioactive) Generator: Any company who has waste that contains both hazardous and special nuclear, or by-product material subject to the Atomic Energy Act (AEA).

Hazardous Waste Transporter: This applies to a company who performs off-site transportation of regulated hazardous waste by air, rail, water, highway, etc. The South Carolina State Regulations for hazardous waste transporters are found in R.61-79.263. NOTE: A permit is required for this activity.

Treatment, Storage, Disposal Facility (TSDF): This applies to a company whose activities include the treatment, storage (for more than 90 days) and/or disposal of regulated hazardous waste, which is subject to interim status and permitting requirements. (Burning hazardous wastes in boilers and industrial furnaces and storing hazardous wastes before recycling them fall into this category as well). The South Carolina State Regulations for treatment, storage, and disposal facilities are found in R.61-79.264 through 265. NOTE: A permit is required for this activity.

Recycler of Hazardous Waste (at your site): You fit this status if you recycle regulated hazardous waste (recyclable materials). The South Carolina State Regulations for owner or operator of sites that recycle hazardous waste are found in R.61-79.261.6. NOTE: A hazardous waste permit may be required for this activity.

Exempt Boiler and/or Industrial Furnace: If you burn small quantities of hazardous waste in an on-site boiler or industrial furnace in accordance with the conditions in R.61-79.266.108, place an “X” in the box to indicate that you qualify for the Small Quantity On-Site Burner Exemption.

If you burn hazardous wastes in a smelting, melting, or refining furnace solely for metals recovery, as described in R.61-79.266.70 Subpart F, or to recover economically significant amounts of precious metals, as described in R.61-79.266.70 Subpart F, mark an “X” in the box to indicate that you qualify for the Smelting, Melting and Refining Furnace Exemption.

Large Quantity Generator of Universal Waste: If you accumulate a total of 5,000 kg or more of any universal wastes (calculated collectively) at any time. Mark an “X” in the appropriate box(es) to indicate the type(s) of universal wastes you generate and/or accumulate at your site. The South Carolina State Regulations for hazardous waste universal waste are found in R.61-79.273.

Universal Waste Destination Facility: Mark an “X” in the box if you treat, dispose of, or recycle universal wastes on-site. A hazardous waste permit is required if you treat or dispose of universal wastes; a permit may be required if you recycle universal wastes.

Used Oil Transporter/Transfer Facility: This applies to a person or company that transports used oil and/or owns or operates a used oil transfer facility. This also applies to a person or company that collects used oil from more than one generator and transports the collected oil. The South Carolina State Regulations for used oil transporters can be found in R.61-107.279.

Used Oil Processor: This applies to a site that processes on-specification or off-specification used oil. The South Carolina State Regulations for used oil processor can be found in R.61-107.279 Subpart F.

Used Oil Re-Refiner: This applies to a site that produces lubricating oils and greases, industrial fuel, asphalt extender, gasoline, and other products from on-specification or off-specification used oil. The South Carolina State Regulations for used oil re-refiner can be found in R.61-79.279 Subpart F.

Off-Specification Used Oil Burner: If you burn off-specification used oil fuel, place an “X” in the box to indicate this used oil management activity.

Used Oil Fuel Marketer: If you market off-specification used oil directly to a burner, mark an “X” in a. If you are the first to claim the used oil meets the used oil specification established in R.61-79.266.42, 266.43, 266.44 Subpart E, mark an “X” in b. If either of these boxes is marked, you also must notify (or have previously notified) as a used oil transporter, used oil processor/re-refiner, or off-specification

used oil fuel burner, unless you are a used oil generator. (Used oil generators are not required to notify).

NOTE: FOR QUESTIONS CONCERNING NOTIFICATION OF USED OIL ACTIVITY ON THIS FORM CALL (803) 896-4139. FOR ALL OTHER QUESTIONS REGARDING USED OIL ACTIVITY, CONTACT THE SOLID WASTE HOT LINE AT 1-800-768-7348.

Who Uses This Form?

- ◆ Hazardous waste generators
- ◆ Hazardous waste transporters
- ◆ Hazardous waste treatment, storage, and disposal facilities
- ◆ Recyclers of hazardous waste (at your site)
- ◆ Large quantity generators of universal waste
- ◆ Used oil transporters
- ◆ Used oil processor/refiners
- ◆ Off-specification used oil burners
- ◆ Used oil fuel marketers
- ◆ Companies that have already notified SCDHEC should also use this form to update information. For example, if a business owner changes, this information should be updated.
- ◆ In addition, any company that wants to receive an EPA ID# must complete this form.
- ◆ Small quantity generators who are using this form to submit their Annual Declaration.

NOTE: This form is a modified EPA notification form and is used in lieu of EPA notification form 8700-12 and DHEC form 1961.

How To Determine If You Handle A Regulated Hazardous Waste?

Companies who generate, transport, treat, store or dispose of solid wastes are responsible for determining if their solid waste is a hazardous waste regulated under the Resource Conservation and Recovery Act (RCRA). You will need to refer to R.61-79.261 of the South Carolina Hazardous Waste Management Regulations to help you decide if the waste you handle is regulated under RCRA. To request a copy, please call our Freedom of Information Office at (803) 898-3882. If you need further help making your hazardous waste determination contact Waste Assessment at (803) 896-4120.

Where Do I Send My Completed Notification and Reporting Form?

Please send your completed form with original signature to:

SCDHEC
Bureau of Land & Waste Management
Hazardous Waste Compliance &
Enforcement Section
2600 Bull Street
Columbia, SC 29201

Whom Do I Contact if I Have Questions About The Notification and Reporting Form?

If you have any questions about this form you may contact your district office (see district map and phone numbers on back cover) or contact SCDHEC central office at (803) 896-4139.

INSTRUCTIONS TO THE SCDHEC NOTIFICATION AND REPORTING FORM (DHEC 2701)

****DO NOT WRITE ON THE FORMS IN THIS BOOK. PHOTOCOPY AS MANY COPIES OF EACH FORM FROM THE BOOK AS NEEDED. COMPLETE YOUR REPORT ON THESE PHOTOCOPIED FORMS IN INK (OR TYPE) AND SIGN CERTIFICATION BY HAND IN INK. USE THESE AS YOUR COMPLETED ORIGINALS. KEEP A COPY OF YOUR COMPLETED ORIGINALS IN YOUR FILES AND SEND THE COMPLETED ORIGINALS TO SCDHEC. PLEASE DO NOT COMPLETE FORMS THAT DO NOT APPLY TO YOUR COMPANY AND DO NOT SUBMIT BLANK FORMS.**

GENERAL INSTRUCTIONS: Instructions are provided for each category on the SCDHEC Notification and Reporting Form. The form must be typed or printed legibly in ink. **A Subsequent Notification must be filed within 30 days of change.** (Changes on this SCDHEC Notification and Reporting Form may require a letter of explanation). **Important Note:** This form will supersede all notification and reporting forms submitted by your company.

NOTE: DHEC FORM 1961 IS NO LONGER APPLICABLE. THEREFORE THE NEW HAZARDOUS WASTE REPORTING FORMS BOOKLET NO LONGER CONTAINS THIS FORM.

Company's EPA ID #: If your company has an EPA ID # for this location complete this block. If not, leave this block blank. A separate EPA ID # is required for each location of your company.

NOTE: The Department will need you to submit a form 2701 if: (1) Your company ever changes its physical address (location). You will need a new EPA ID # to report your hazardous waste activity. (2) Your company changes its mailing address (or any other information). You will keep your current EPA ID # and submit a subsequent notification.

I

- A. First Notification:** Check Box "A" if this is your company's first notification of regulated waste activity for this location.
- B. Subsequent Notification:** Check Box "B" if your company already has an EPA ID # and needs to update information. In the boxes provided, enter the EPA ID # that has already been assigned to this site.

- 1. Small Quantity Generator Annual Declaration:**
Please complete EPA ID # and Section IB1, Section II and Section XI of the Form 2701.

NOTE: An annual declaration must be completed and submitted to this office by January 30th of each calendar year. This form is intended to let SCDHEC know that your company is projected to be a small quantity generator for the upcoming calendar year. (Example: on or before January 30, 1995 for the year 1995) This form will fulfill the requirements under R.61-79.262.41, 262.44, 264.75 and 265.75 of the South Carolina Hazardous Waste Management Regulations.

- 2. Business Closed at this location (EPA ID # will be deactivated):** Please complete EPA ID # and Section IB2, Section II and Section XI of the Form 2701.

NOTE: IF YOUR COMPANY CLOSES OR NO LONGER GENERATES HAZARDOUS WASTE, CHECK BOX I-B-2 UNDER SUBSEQUENT NOTIFICATION. GENERATORS CLOSING MUST COMPLY WITH THE REGULATION R.61-79.262.34(A)(1) AS REQUIRED IN 265.111 & .114. YOUR COMPANY'S EPA ID # WILL BE DEACTIVATED AND YOU WILL NO LONGER RECEIVE MAILOUTS REGARDING HAZARDOUS WASTE ACTIVITIES.

- II. Name of Company:** Provide company's specific site name.
- III. Location of Company:** Provide the physical location of the company. Do not use a post office box or route number.
- IV. Company's Mailing Address:** Provide mailing address of the company. If the mailing address is the same address as the location of your company, you may print "Same" in this section.
- V. Company's Contact Person:** Please enter the name of the current contact person who can answer questions about your company as well as this report.

Land Type: Using the codes listed, indicate the code which best describes the current legal status of the land on which the company is located:

F = Federal	C = County
S = State	M = Municipal
P = Private	D = District

- VI. Name of Company's Legal Owner:** Enter the legal owner(s) of the company. Provide the mailing address and phone number for the legal owner.

Owner Type: Using the codes listed, indicate the code which best describes the legal status of the current owner of the company:

F = Federal	C = County
S = State	M = Municipal
P = Private	D = District

Change of Owner: If this is your company's first notification, leave this item blank. If this is a subsequent notification complete as follows: If the owner of this company has changed since the company's original notification, place an "X" in the box marked "YES" and enter the date the owner changed. If the owner of this company has not changed since the company's original notification, place an "X" in the box marked "NO". If an additional owner(s) has been added or replaced since the company's original notification, place an "X" in the box marked "YES". If necessary attach a separate sheet of paper.

VII. Name of Company's Operator: Enter the operator of the company. Provide the mailing address and phone number for the company's operator.

Operator Type: Using the codes listed, indicate the code which best describes the legal status of the current operator of the company:

F = Federal	C = County
S = State	M = Municipal
P = Private	D = District

Change of Operator: If this is your company's first notification, leave this item blank. If this is a subsequent notification complete as follows: If the operator of this company has changed since the company's original notification, place an "X" in the box marked "YES" and enter the date the operator changed. If the operator of this company has not changed since the company's original notification, place an "X" in the box marked "NO". If an additional operator(s) has been added or replaced since the company's original notification, place an "X" in the box marked "YES". If necessary attach a separate sheet of paper.

VIII. Type of Regulated Waste Activity: Place an "X" in the appropriate box or boxes that best describe your company's regulated waste activities. To help you determine which box or boxes apply, see "Defining your Status" in the Introduction Section for this form.

A. Hazardous Waste Activities

- ◆ Large Quantity Generator
- ◆ Small Quantity Generator
- ◆ Conditionally Exempt Small Quantity Generator
- ◆ United States Importer of Hazardous Waste
- ◆ Mixed Waste Generator
- ◆ Hazardous Waste Transporter
- ◆ Treatment/Storage/Disposal Facility
- ◆ Recycler of Hazardous Waste
- ◆ Exempt Boiler and/or Industrial Furnace

B. Universal Waste Activity

- ◆ Large Quantity Generator of Universal Waste

C. Used Oil Activities

- ◆ Used Oil Transporter
- ◆ Used Oil Processor and/or Refiner
- ◆ Off Specification Used Oil Burner
- ◆ Used Oil Furl Marketer

NOTE: FOR QUESTIONS CONCERNING NOTIFICATION OF USED OIL ACTIVITY REGARDING THIS FORM CALL (803) 896-4139. FOR ALL OTHER QUESTIONS REGARDING USED OIL ACTIVITY, CONTACT THE SOLID WASTE HOT LINE AT 1-800-768-7348.

IX. Comments: Use this space for any additional comments.

X. Description of Regulated Wastes: Complete this category only for your hazardous waste activities. Used oil sent for energy recovery should not be included.

A. Characteristics of Nonlisted Hazardous Wastes: If you handle hazardous wastes which are not listed in R.61-79.261 Subpart D but do exhibit a characteristic of hazardous waste as defined in R.61-79.261 Subpart C you should describe these wastes by the EPA hazardous waste number (code) for the characteristic. Place an "X" in the box next to the characteristic of the waste that best describes what you handle. Toxicity Characteristic, please list the specific EPA hazardous waste number (code) for the specific contaminant(s) in the box(es) provided. Continue in Section B if necessary.

B. Listed Hazardous Wastes or Other Wastes: If you handle hazardous wastes that are listed in R.61-79.261 Subpart D enter the appropriate 4-digit numbers in the boxes provided. NOTE: If you handle more than 12 listed hazardous wastes, please continue listing the waste numbers (codes) on the extra sheet provided. If you handle other wastes or State regulated waste (7777 or 5555), these waste numbers (codes) should be listed in this section also.

XI. Certification: This certification must be signed (by hand and in ink) by the owner, operator, or an authorized representative of your company. An "authorized representative" is a person responsible for the over-all operation of the company. (Example: a plant manager, superintendent, or a person of equal responsibility) **ALL NOTIFICATIONS AND REPORTING FORMS MUST INCLUDE THIS CERTIFICATION TO BE COMPLETE.**

INTRODUCTION TO THE HAZARDOUS WASTE REPORTS

****DO NOT WRITE ON THE FORMS IN THIS BOOK. PHOTOCOPY AS MANY COPIES OF EACH FORM FROM THE BOOK AS NEEDED. COMPLETE YOUR REPORT ON THESE PHOTOCOPIED FORMS IN INK (OR TYPE) AND SIGN CERTIFICATION BY HAND IN INK. USE THESE AS YOUR COMPLETED ORIGINALS. KEEP A COPY OF YOUR COMPLETED ORIGINALS IN YOUR FILES AND SEND THE COMPLETED ORIGINALS TO SCDHEC. PLEASE DO NOT COMPLETE FORMS THAT DO NOT APPLY TO YOUR COMPANY AND DO NOT SUBMIT BLANK FORMS.**

NOTE: You are required to apply for an EPA ID number before filing a hazardous waste report.

Overview

Hazardous waste generators (large quantity or small quantity) and hazardous waste treatment, storage, disposal and recovery (TSDR) facilities, are required to fill out forms describing their activities for the quarter or an Annual Declaration for the year. The forms must then be submitted to the South Carolina Department of Health and Environmental Control (SCDHEC). **These forms will supersede all previous quarterly and yearly hazardous waste reporting forms submitted by your company.**

Background and Purpose

In July 1984, SCDHEC launched an effort to improve its collection of data regarding the generation and management of hazardous wastes in South Carolina. The need for this comes from several sources:

- To gain an improved understanding of the hazardous waste generated and managed in the state and a desire on the part of SCDHEC to allow SCDHEC to better target its technical assistance efforts for the Hazardous Waste Tracking System (HWTS).
- To meet Freedom of Information (FOI) requests

These forms are designed to collect data to meet many of SCDHEC's hazardous waste generation and management data needs. In this way, SCDHEC hopes to avoid repeating the questions it asks. SCDHEC also is trying to streamline the process of collecting and organizing data.

The Hazardous Waste Reporting Forms allow hazardous waste generators (large quantity and small quantity) and hazardous waste treatment, storage and disposal facilities to:

- Meet EPA hazardous waste requirements

- Meet SCDHEC hazardous waste reporting requirements

Large quantity generators are required to submit a Waste Minimization Report with the fourth quarter submittal. For more information on Waste Minimization Reporting please call (803) 896-4138.

SCDHEC Authority to Collect this Information

The rules requiring that hazardous waste generators (large quantity or small quantity) and hazardous waste treatment, storage, disposal and recovery facilities complete these forms can be found in the South Carolina Hazardous Waste Management Regulations under R.61-79.262.41, 262.44, 264.75 and 265.75.

Description of Forms

DHEC 1962 – “Generation and On-Site T,S,D,R” – This form is used to report the amount **IN POUNDS** of hazardous waste generated during a quarter. Any waste generated on-site and then treated, stored, disposed of (on-site) or recovered should be reported on this form. **The treatment, disposal and recovery activities mentioned here may require either currently having Interim Status or obtaining a Hazardous Waste Permit from SCDHEC. Large Quantity Generators are allowed to store hazardous waste under 90 days without a permit.** The EPA ID # and name of all initial transporters who hauled hazardous waste for you during this quarter.

DHEC 1963 – “Waste Shipped Off-Site for T,S,D,R” – This form is a log of manifested hazardous waste shipments transported off-site for a quarter.

DHEC 1964 – “Off-Site Facility Report” – This form is to be completed only by those companies who accept hazardous waste that was generated by other companies for the purpose of treatment, storage, disposal and/or recovery. **The treatment, storage, disposal and recovery activities mentioned here require either currently having Interim Status or obtaining a Hazardous Waste Permit from SCDHEC.**

DHEC 1965 – “Hazardous Waste Index” – This form is used to create an index of all the hazardous waste streams a company generates. When a new waste stream is generated, this form is to be completed and submitted with the rest of the quarterly report forms. Please do not repeat old waste stream information. **This form is never required to be completed by those companies who submit an Annual Declaration.**

When to Submit the Forms

If your company is a large quantity hazardous waste generator (see “Defining your Status”) and/or hazardous

waste treatment, storage, disposal or recovery facility, reporting forms must be completed and submitted to this office within thirty (30) days after the end of each calendar quarter. The following is a schedule of the quarters and submission deadline dates:

1st Quarter

January 1 – March 31 Due April 30th

2nd Quarter

April 1 – June 30 Due July 30th

3rd Quarter

July 1 – September 30 Due October 30th

4th Quarter

October 1 – December 31 Due January 30th

If your company is a small quantity hazardous waste generator (see “Defining your Status”) then an **Annual Declaration must be submitted to this office by January 30th of each calendar year.** (Example: on or before January 30, 1995 for the year 1995) This form is intended to let SCDHEC know that your company is projected to be a small quantity generator for the upcoming calendar year.

Please submit your completed forms with original signature to:

SCDHEC
Bureau of Land & Waste Management
Hazardous Waste Compliance & Enforcement Section
2600 Bull Street
Columbia, SC 29201

Documents Useful in Completing These Forms

In preparing your Hazardous Waste Reporting Forms, the following documents may be useful to have on hand:

- Records of hazardous waste quantities generated or accumulated
- Hazardous waste manifest form #1988 recording your off-site shipments
- Results of laboratory analysis of your wastes
- Contracts or agreements with off-site facilities that manage your wastes
- Copies of permits for on-site waste management systems

Do I Need to Complete These Forms?

Most companies generating and/or managing hazardous waste need to complete the attached forms. If you fit into **any** of the following categories, you are required to report quarterly, **unless you are a Conditionally Exempt Small Quantity Generator or Small Quantity Generator.**

- Hazardous Waste Generators (large quantity)
- Hazardous Waste Treatment, Storage, or Disposal Facilities

Defining Your Status

Large Quantity Hazardous Waste Generator means that in any one calendar month you generated:

- 1,000 kg (2,200 lbs) or more of RCRA hazardous waste; or
- Accumulated at any time, more than 1 kg (2.2 lbs) of RCRA acute hazardous waste; or
- Accumulated at any time, more than 100 kg (220 lbs) of spill cleanup material contaminated with RCRA acute hazardous waste.

On-site Facility means that your company:

- Treats, Stores, Disposes or Recovers hazardous waste on-site
- Disposes of its own waste on-site
- Has interim status or a permit

Off-site Facility means that your company:

- Treats, Stores, Disposes or Recovers hazardous waste from an off-site source
- Accepts waste from an off-site source
- Has interim status or a permit

Small Quantity Hazardous Waste Generator means that in one calendar month you generated:

- More than 100 kg (220 lbs) but less than 1,000 kg (2,200 lbs) of RCRA hazardous waste; or
- Accumulated at any time, no more than 1 kg (2.2 lbs) of acute hazardous waste or no more than 100 kg (220 lbs) of material from the cleanup of a spill of acute hazardous waste.

Or, at any time you accumulated:

- No more than 13,200 pounds (6,000 kg) of hazardous waste or 2.2 pounds (1kg) of acute hazardous waste on-site

Conditionally Exempt Small Quantity Generators means that in any one calendar month you generated:

- Less than 220 pounds (100 kg) of hazardous waste or
- No more than 2.2 pounds (1 kg) of acute hazardous waste

Or, at any time you accumulated:

- No more than 2,200 pounds (1000 kg) of hazardous waste or 2.2 pounds (1 kg) of acute hazardous waste on-site at anytime

NOTE: Conditionally Exempt Small Quantity Generators (CESQG's) are not required to complete hazardous waste reporting forms. According to the Regulations a CESQG is not required to obtain an EPA ID #. However, if the receiving TSD Facility requires that you get an EPA ID #, then you must complete DHEC Form 2701 NOTIFICATION AND REPORTING FORM. CESQG's notify one time only on DHEC Form 2701. You understand that by using this classification, you are certifying that if you should exceed the CESQG requirements listed previously; you must adhere to applicable requirements for large quantity generators or small quantity generators and must submit all the appropriate hazardous waste report forms.

Where To Go For Help

If you need any help in determining whether you need to complete the forms or if you have questions you may contact SCDHEC at (803) 896-4139.

Management Codes

<u>Code</u>	<u>Management Code Group</u>
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Reclamation and Recovery

H010	Metals recovery including retorting, smelting, chemical, etc.
H020	Solvents recovery
H050	Energy recovery at this site-use as fuel (includes on-site fuel blending)
H061	Fuel blending prior to energy recovery at another site

Destruction or Treatment Prior to Disposal at Another Site

H040	Incineration-thermal destruction other than use as a fuel
H071	Chemical reduction with or without precipitation
H073	Cyanide destruction with or without precipitation
H075	Chemical oxidation
H076	Wet air oxidation
H077	Other chemical precipitation with or without pre-treatment
H081	Biological treatment with or without precipitation
H082	Adsorption
H083	Air or steam stripping
H101	Sludge treatment and/or dewatering
H103	Absorption
H111	Stabilization or chemical fixation prior to disposal at another site
H112	Macro-encapsulation prior to disposal at another site
H121	Neutralization only
H122	Evaporation
H123	Settling or clarification
H124	Phase Separation

Disposal

H131	Land treatment or application (to include on-site treatment and/or stabilization)
H132	Landfill or surface impoundment that will be closed as landfill (to include on-site treatment and/or stabilization)
H134	Deepwell or underground injection (with or without treatment)
H135	Discharge to sewer/POTW or NPDES (with prior storage-with or without treatment)

Storage and Transfer

H141	Storage, bulking, and/or transfer off-site-no treatment/recovery (H010-H129), fuel blending (H061), or disposal (H131-H135) at this site
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Source Codes

<u>Code</u>	<u>Source Code Group</u>
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Wastes from Ongoing Production and Service Processes

G01	Dip, flush or spray rinsing
G02	Stripping and acid or caustic cleaning
G03	Plating and phosphating
G04	Etching
G05	Metal forming and treatment (pickling, heat treating, etc.)
G06	Painting and coating
G07	Product and by-product processing
G08	Removal of spent process liquids or catalysts

Other Intermittent Events or Processes

G11	Discarding off-specification or out-of-date chemicals or products
G12	Lagoon or sediment dragout and leachate collection
G13	Cleaning out process equipment
G14	Removal of tank sludge, sediments or slag
G15	Process equipment change-out or discontinuation of equipment use
G16	Oil changes and filter or battery replacement

Pollution Control and Waste Management Process Residuals

G21	Air pollution control devices (baghouse dust, etc.)
G22	Laboratory analytical wastes (used chemicals)
G23	Wastewater treatment (sludge, filter cake, etc.)
G24	Solvent or product distillation or recovery (sludge, waste)
G25	Hazardous waste management-indicate management method
G26	Storage and disposal unit leachate collection

Spills and Accidental Releases

G31	Accidental contamination of products, materials or containers
G32	Cleanup of spill residues
G33	Leak collection and floor sweeping

Remediation of Past Contamination

G41	Closure of hazardous waste management unit under RCRA
G42	Corrective action at a solid waste management unit under RCRA
G43	Remedial action or emergency response under Superfund
G44	State program or voluntary cleanup
G45	Underground storage tank cleanup

Waste Not Physically Generated On-Site

G61	Hazardous waste received from off-site for storage/bulking and transfer off-site for treatment or disposal
G62	Hazardous waste received from a foreign country (other than a foreign Department of Defense site, Maquiladora, US territory or protectorate). This site was the generator of record

Appalachia I District

2404 North Main Street
Anderson, SC 29621
(864) 260-5569 Fax (864) 260-4855
(Anderson, Oconee)

Appalachia II District

301 University Ridge, Suite 5800
Greenville, SC 29601
(864) 241-1090 Fax (864) 241-1092
(Greenville, Pickens)

Appalachia III District

975-C North Church Street
Spartanburg, SC 29303
(864) 596-3800 Fax (864) 596-2136
(Spartanburg, Cherokee, Union)

Catawba District

PO Box 100
Fort Lawn SC 29720
2475 DHEC Road
Lancaster, SC 29720
(803) 285-7461 Fax (803) 285-5594
(Lancaster, Chester, York)

Central Midlands District

Bldg #5
State Park, SC 29147
(803) 896-0620 Fax (803) 935-6724
(Richland, Lexington, Newberry, Fairfield)

Low Country District

104 Parker Drive
Burton, SC 29906
(843) 846-1030 Fax (843) 846-0604
(Beaufort, Jasper, Colleton, Hampton)

**Lower Savannah District**

206 Beaufort Street, NE
Aiken, SC 29801
(803) 641-7670 Fax (803) 641-7675
(Aiken, Orangeburg, Barnwell, Bamberg, Allendale, Calhoun)

Trident District

1362 McMillian Ave./Suite 300
Charleston, SC 29405
(843) 740-1590 Fax (843) 740-1595
(Charleston, Berkeley, Dorchester)

Waccamaw District

1705 North Oak Street Plaza/Suite #2
Myrtle Beach, SC 29577
(843) 448-1902 Fax (843) 946-9390
(Horry, Georgetown, Williamsburg)

Pee Dee District

145 East Cheves St.
Florence, SC 29506
(843) 661-4825 Fax (843) 661-4858
(Florence, Dillon, Marion, Marlboro, Darlington, Chesterfield)

Upper Savannah District

613 South Main Street
Greenwood, SC 29646
(864) 223-0333 Fax (864) 223-6935
(Greenwood, Abbeville, Laurens, Saluda, Edgefield, McCormick)

Wateree District

105 North Magnolia Street
Sumter, SC 29151
(803) 778-1531 Fax (803) 773-6366
(Sumter, Kershaw, Lee, Clarendon)